



New Employee B&O Tax Credit Annual Report

Please submit this completed annual report and worksheet on back to the Department of Revenue at the address below by **January 31, 2008**.

Name of Business: _____

Contact Name: _____ Title: _____

Phone Number: _____ Fax Number: _____

1. Department of Revenue Tax Reporting Account Number: - -

2. Department of Employment Security Identification Number: -

3. Is your company located in a Community Empowerment Zone (CEZ)? **No** ☐ **Yes** ☐

(If yes, list the names and addresses of your employees who reside within the CEZ on a separate page.)

Quarter 1:

• Total FTE positions. (Quarter 1, line 3 from the worksheet)

Total
⇒

• Of the total FTE positions, how many were over \$40,000?

Over \$40,000
⇒

• Please list the hire date(s) for each new position filled in this quarter:

Please attach additional sheets if needed

_____	_____	_____
_____	_____	_____
_____	_____	_____

Quarter 2:

• Total FTE positions. (Quarter 2, line 3 from the worksheet)

Total
⇒

• Of the total FTE positions, how many were over \$40,000?

Over \$40,000
⇒

• Please list the hire date(s) for each new position filled in this quarter:

Please attach additional sheets if needed

_____	_____	_____
_____	_____	_____
_____	_____	_____

Quarter 3:

• Total FTE positions. (Quarter 3, line 3 from the worksheet)

Total
⇒

• Of the total FTE positions, how many were over \$40,000?

Over \$40,000
⇒

• Please list the hire date(s) for each new position filled in this quarter:

Please attach additional sheets if needed

_____	_____	_____
_____	_____	_____
_____	_____	_____

Quarter 4:

• Total FTE positions. (Quarter 4, line 3 from the worksheet)

Total
⇒

• Of the total FTE positions, how many were over \$40,000?

Over \$40,000
⇒

• Please list the hire date(s) for each new position filled in this quarter:

Please attach additional sheets if needed

_____	_____	_____
_____	_____	_____
_____	_____	_____

Note: Manufacturer's New Employee Tax Credit, WAC 458-20-240, may be found at <http://dor.wa.gov>.

Return report to:

⇒ Signature _____

⇒ Date _____

Taxpayer Account Administration
Special Credits & Assessments Team
PO Box 47476
Olympia, WA 98504-7476

ANNUAL REPORT Worksheet

Please Submit this Report by **January 31, 2008.**

1 FTE (Full-Time Equivalent) = 455 or more hours worked

Under \$40,000 means the number of positions with wages and benefits under \$40,000. Over \$40,000 means the number of positions with wages and benefits over \$40,000.

Quarter 1

	Under \$40,000	Over \$40,000	Total
1) All employees (new and existing) that worked 455 hours or more.	<input type="text"/>	<input type="text"/>	<input type="text"/>
2) Add the hours of all part time employees (new and existing) who worked less than 455 hours. Divide this number by 455.	<input type="text"/>	<input type="text"/>	<input type="text"/>
3) Total Full Time Equivalent Positions (FTE). Add line one and line two.			
			Quarter 1 Total: <input type="text"/>

Quarter 2

	Under \$40,000	Over \$40,000	Total
1) All employees (new and existing) that worked 455 hours or more.	<input type="text"/>	<input type="text"/>	<input type="text"/>
2) Add the hours of all part time employees (new and existing) who worked less than 455 hours. Divide this number by 455.	<input type="text"/>	<input type="text"/>	<input type="text"/>
3) Total Full Time Equivalent Positions (FTE). Add line one and line two.			
			Quarter 2 Total: <input type="text"/>

Quarter 3

	Under \$40,000	Over \$40,000	Total
1) All employees (new and existing) that worked 455 hours or more.	<input type="text"/>	<input type="text"/>	<input type="text"/>
2) Add the hours of all part time employees (new and existing) who worked less than 455 hours. Divide this number by 455.	<input type="text"/>	<input type="text"/>	<input type="text"/>
3) Total Full Time Equivalent Positions (FTE). Add line one and line two.			
			Quarter 3 Total: <input type="text"/>

Quarter 4

	Under \$40,000	Over \$40,000	Total
1) All employees (new and existing) that worked 455 hours or more.	<input type="text"/>	<input type="text"/>	<input type="text"/>
2) Add the hours of all part time employees (new and existing) who worked less than 455 hours. Divide this number by 455.	<input type="text"/>	<input type="text"/>	<input type="text"/>
3) Total Full Time Equivalent Positions (FTE). Add line one and line two.			
			Quarter 4 Total: <input type="text"/>

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